

WATER RESOURCES PLANNING & ENGINEERING DIRECTOR

DISTINGUISHING FEATURES

The fundamental reason the Water Resources Planning and Engineering Director exists is to provide oversight and policy level responsibility for the City's Water Resources Department. This position also acts as a liaison with all organizations having water related interests. This position is supervisory and has responsibility over the Engineering and Planning Division of the Water Resources Department. This position reports directly to the General Manager, Water Resources.

ESSENTIAL FUNCTIONS

Acts as technical advisor and performs policy level coordination, advisory and administrative functions relating to capital projects in the Water Resources Department.

Plans, programs and budgets for the five-year capital program.

Coordinates with government agencies and municipalities regarding regional groundwater issues and recharge, and wastewater collection and treatment.

Develops agreements concerning infrastructure expansion into undeveloped parcels and revitalization of existing sites in Original Scottsdale.

Studies and analyses to determine options for adoption of new technologies for water/wastewater treatment.

Communicates and presents information to citizens, developers and City Council concerning need for future projects and expenditures.

Plans and programs for Scottsdale's future water supplies to meet anticipated future demand in compliance with state law.

Plans and oversees the Water Conservation program.

Provides dynamic leadership across the spectrum of activities.

Demonstrates continuous effort to improve operations, streamline work processes, and work cooperatively and jointly with others to provide quality seamless customer service.

MINIMUM QUALIFICATIONS

Knowledge, Skills, and Abilities

Knowledge of:

Advanced technologies and water conservation.

Principles and practices of capital improvements planning and administration; water supply and treatment management and the legal and environmental issues that may affect policies.

Federal, state and local water and sewer regulations and requirements; methods for data collection and analysis, and water and sewer collection, treatment and distribution systems.

Ability to:

Plan and organize data, coordinate programs, and make decisions.

Produce written documents with clearly organized thoughts using proper grammar.

Observe, review and check the work of staff members to ensure conformance to standards.

Enter data or information into a terminal, PC or other keyboard device.

Conduct research and analyze results.

Establish and maintain effective working relationships with water and sewer users, other professionals and government jurisdictions, co-workers, and the general public.

Communicate effectively both verbally and in writing with residential and commercial water and sewer users.

Support City Council and top management decisions.

Education & Experience

A Bachelor's degree in Civil Engineering or a closely related hydraulic or water resources field.

At least five years progressively responsible experience in a water related technical capacity that includes responsibility for program management. A minimum of five years of supervisory experience is required.

Registrations as a Professional Engineer is strongly preferred.

Requires a valid Arizona Driver's License, with no major driving citations in the last 39 months.

FLSA Status: Exempt

HR Ordinance Status: Unclassified